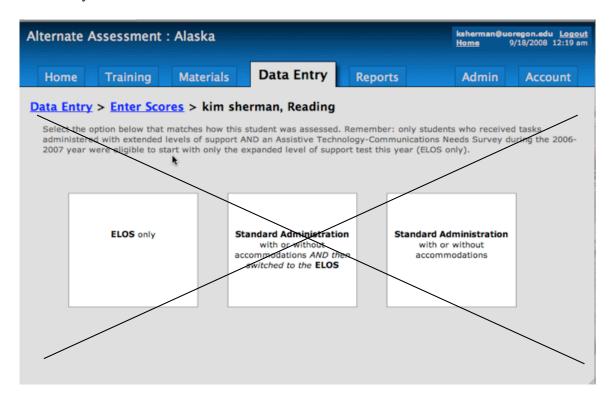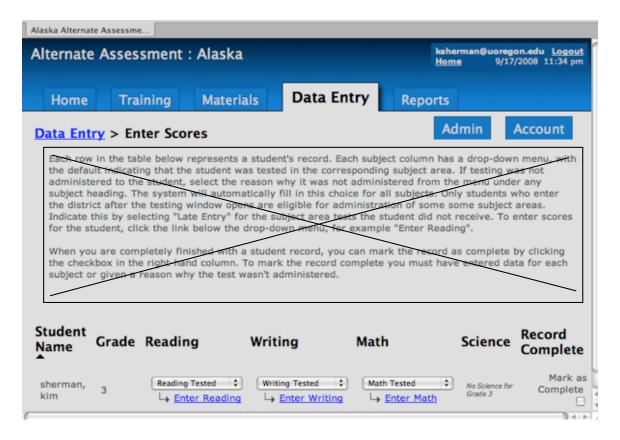Data Entry

1. **Delete this screen. When assessors choose "Enter Scores", they will be taken directly to the Enter Scores page.**

Enter Scores Text
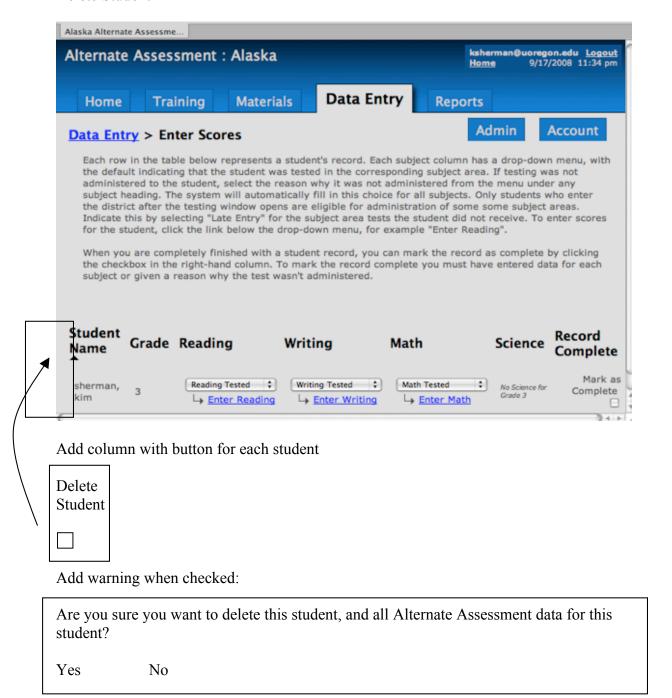
NEW TEXT

Each row in the table below represents a student's record. Each subject column has a drop-down menu, with the default indicating that the student was tested in the corresponding subject area. If testing was not administered to the student, select the reason why it was not administered from the menu under any subject heading. See Reasons Not Tested list for clarification.

To enter scores for the student, click the link below the drop-down menu, for example "Enter Reading".

When you are completely finished with a student record, you must mark the record as complete by choosing the appropriate status in the Status of Data Entry drop-down box in the right-hand column. To mark the record complete you must have entered data for each subject or given a reason why the test wasn't administered.

Delete Student

Alaska Alternate Assessme...

Alternate Assessment : Alaska

ksherman@uoregon.edu Logout
Home   9/17/2008 11:34 pm

| Home | Training | Materials | **Data Entry** | Reports |

Data Entry > **Enter Scores**   Admin   Account

Each row in the table below represents a student's record. Each subject column has a drop-down menu, with the default indicating that the student was tested in the corresponding subject area. If testing was not administered to the student, select the reason why it was not administered from the menu under any subject heading. The system will automatically fill in this choice for all subjects. Only students who enter the district after the testing window opens are eligible for administration of some some subject areas. Indicate this by selecting "Late Entry" for the subject area test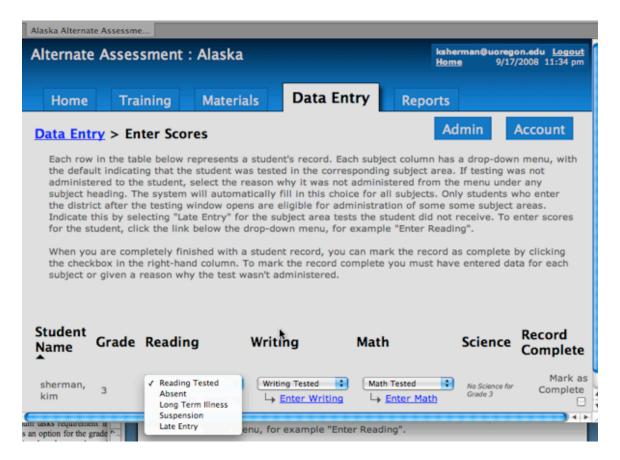s the student did not receive. To enter scores for the student, click the link below the drop-down menu, for example "Enter Reading".

When you are completely finished with a student record, you can mark the record as complete by clicking the checkbox in the right-hand column. To mark the record complete you must have entered data for each subject or given a reason why the test wasn't administered.

Student Name	Grade	Reading	Writing	Math	Science	Record Complete
sherman, kim	3	Reading Tested ⤷ Enter Reading	Writing Tested ⤷ Enter Writing	Math Tested ⤷ Enter Math	No Science for Grade 3	Mark as Complete ☐

Add column with button for each student

Delete Student

☐

Add warning when checked:

Are you sure you want to delete this student, and all Alternate Assessment data for this student?

Yes   No

Reasons Not Tested

Testing Reasons for each Content Area/Test: Options in **bold** indicate options that must be true for ALL subject area tests. The system will enforce this policy by automatically setting this option for ALL tests when any one option is selected by the user.
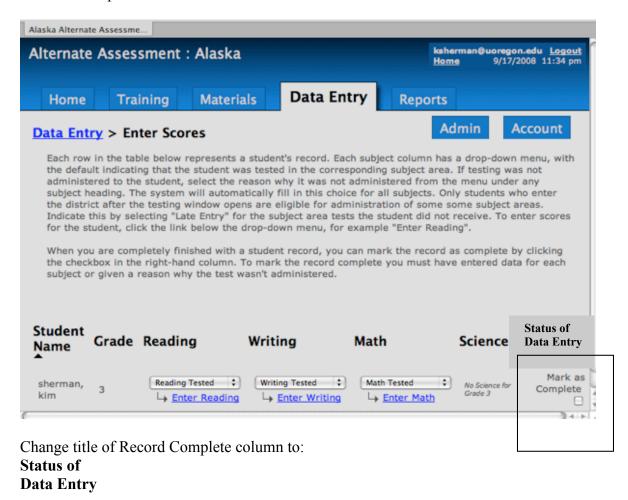
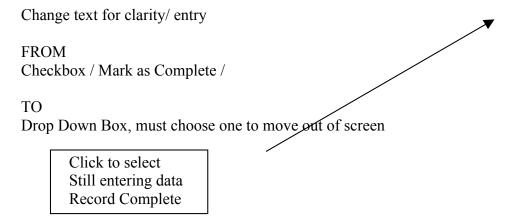| Reading	Writing	Math	Science
Reading Tested	Writing Tested	Math Tested	Science Tested
Absent	**Absent**	**Absent**	**Absent**
IEP Change	IEP Change	IEP Change	IEP Change
Late Entry	Late Entry	Late Entry	Late Entry
Long Term Illness	**Long Term Illness**	**Long Term Illness**	**Long Term Illness**
Suspension	**Suspension**	**Suspension**	**Suspension**
Other	Other	Other	Other
			No Science for grade X

When the users selects the option "Other", a text entry box will be displayed. The user may input up to 50 characters into this box.

ADD Warning if Other chosen but no text entered:

Warning: You have chosen "Other" as a reason not tested but have not described the reason in the text box.
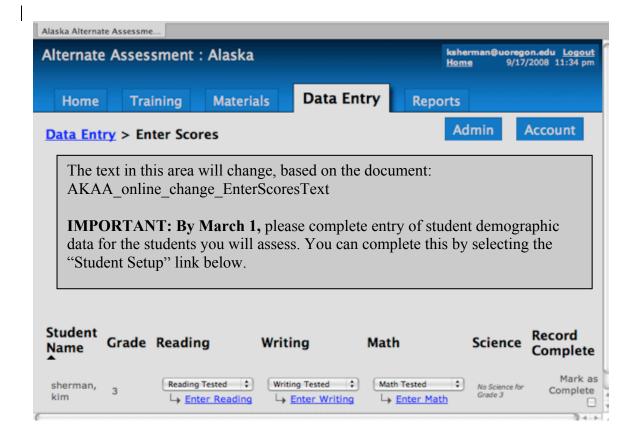
Records Complete

Change title of Record Complete column to:
Status of
Data Entry

Change text for clarity/ entry

FROM
Checkbox / Mark as Complete /

TO
Drop Down Box, must choose one to move out of screen

> Click to select
> Still entering data
> Record Complete

ADD an Alert if user did not choose one of the two options:

WARNING: You must choose one option under Status of Data Entry.

Change: Text in text box from online change form for Enter Scores Text.

ADD: Please complete entry of the demographic information for students you will assess before March 1, 2009. You can complete this by selecting the "student setup" link below.

Then, the data from student setup will populate a report available to Qualified Trainer/Mentors (next page)

Assessor Alternate Assessment Completion Report

Assessor Name	Reading	Writing	Math	Science
Rose, Maggie	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪
	Completed # ▪	Completed # ▪	Completed # ▪	Completed # ▪
	Percent	Percent	Percent	Percent
	Complete ▪	Complete ▪	Complete	Complete ▪
Sherm, Molly	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪
	Completed # ▪	Completed # ▪	Completed # ▪	Completed # ▪
	Percent	Percent	Percent	Percent
	Complete ▪	Complete ▪	Complete ▪	Complete ▪
Smith, John	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪	Caseload Ttl ▪
	Completed # ▪	Completed # ▪	Completed # ▪	Completed # ▪
	Percent	Percent	Percent	Percent
	Complete ▪	Complete ▪	Complete ▪	Complete ▪

(COLORED BOXES USED FOR VISUAL EFFECT ONLY – DISPLAY NUMBERS INSTEAD)

▪ = Number autopopulated from Caseload Setup

▪ = Number autopopulated from Saved Record / Data Entry page

▪ = Calculation: (completed #   ▪ seload Total   )   ▪